



**MINOR CONSTRUCTION  
NEWSLETTER**  
4<sup>th</sup> Edition, March 2004

## The Minor Construction Newsletter

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### Who Are You Going To Call?

The Minor Construction program staff help contractors successfully find their way through the bid, award, construction, payment and closeout processes. Although any one of us will be more than willing to assist you, each person listed has their own "specialty"!

Michele Haines **Pre-Bid and Bid  
Information** (619) 533-4683

Yvonne Alcoser **Award, Insurance and  
Payments** (619) 533-6688

Karen Campos **Construction Liaison** (619)  
533-5396

Carmen George Program **Details** (619) 533-  
7431

## Minor Construction Projects Coming To Bid

*IN PLANNING, WILL BE BID SOMETIME  
BY THE END OF THE YEAR JUNE 30, 2004*

Rose Creek Cottage Improvements  
Point Loma Park Ballfield Viewing Terrace  
Carmel Creek Park Tree Replacement  
San Diego Aerospace Museum Roofing  
North Crown Point Storm Drain Repl.  
Sewer PS 30A Mitigation/reveg  
MOC 9 Parking Lot repair  
San Vicente Parking lot project  
Lyceum theatre mechanical Upgrade  
Lyceum theatre Electrical Upgrade  
Lyceum theatre Elevator Upgrade  
Robb Field Walkway  
Balboa Dr. Storm Drain  
Sewer Group 734A

### Program Changes

Minor Construction contracts' have retention requirements and require Notices of Completion to protect subcontractors. REMEMBER, you can still process invoices with us weekly!!

**PLANS AND SPECIFICATIONS:** Beginning immediately, because of the importance of looking at the plans and specs early on in the bid process, Minor Construction will be making them available before the pre-bid to those who have indicated an interest in bidding.

## CLASSES CLASSES CLASSES

**Want your business to grow?\***

**Let's look at the bottom line...**

**The Public Agency Consortium (PAC)\* is offering a selection of classes throughout the year with experienced teachers who will help you to control costs, enhance performance on the job, learn how to grow your business AND MAXIMIZE PROFIT!**

San Diego County Water Authority is starting out with the first series of classes beginning in May and June with a focus of working on Pipeline projects (but with the basics of the courses applicable to all projects)! Take a look!

Doing Business with the San Diego County Water Authority

Estimating I: Essential Elements of SMART Construction Estimating

Estimating II: Filling Your Project Pipeline

Project Control I: Breaking Barriers of Public Works Construction

Project Control II: Beyond Competence in Project Management

Scheduling I: Making the Project Flow

Scheduling II: Planning Meets Reality – Updating the Schedule

Documentation and Change: How to Conquer the Paper Mountain

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Please see the new pipeline website <http://www.pipelinetosuccess.com> for more information!

**Did we mention classes to grow your business, to learn construction law, insurance issues, how to negotiate, expand into new avenues and more?**

Come on out of the trenches for awhile and attend **The Second Series of Engineering and General Contractors Association and City of San Diego, Minor Construction program classes** with a general project focus beginning late June and continuing into the rest of the year!

Analyzing Bid Documents & Bidding Public Works: Understanding the true Public Works Construction costs.

Estimating Techniques & Methods I, & II-- Now you know how to estimate pipelines – lets' look at other project types.

Pre-Construction Planning & Time Management: Communicate, plan and schedule right the first time AT the right time and avoid costly mistakes later!

CPM Scheduling for Small Public Works Projects: Critical Path Method Scheduling

Site Management for Small Public Works Projects: Management Techniques on-site.

Construction Law: The must know laws!

Safety and OSHA: How to Work Safely & Stay out of Jail

Negotiating in Public Construction: Learn how to provide the facts to state your case and properly document them!

How to Bill and Get Paid on City of San Diego Public Works Projects

Insurance Issues: Control this cost!

Prevailing Wage and Labor Compliance: Learn the State and Federally funded projects requirements

Company Finance & How to Manage Growth: Think you are ready to grow? This class will help you get your “ducks in a row”?

Minor Construction will be issuing times and dates in a later newsletter closer to the June opening of this series. Stay tuned!

Do you know the total awards that the contractors who attended one or more of the EGCA/MCP classes have been low bid on?

**\$1,114,600!**

**Success comes to those who keep learning. After all, we can all get better at what we do!**

PAC is a group of San Diego Public Agencies (the City of San Diego, County of San Diego, San Diego County Water Authority, San Diego City Schools System, The Regional Airport Authority, The Port of San Diego, SANDAG, and the Contracting Opportunities Center) who have banded together to maximize outreach and training efforts in order to enhance contracting opportunities.

## **TOPIC: Why Go To Events?**

*I'VE GOT A BUSINESS TO RUN...*

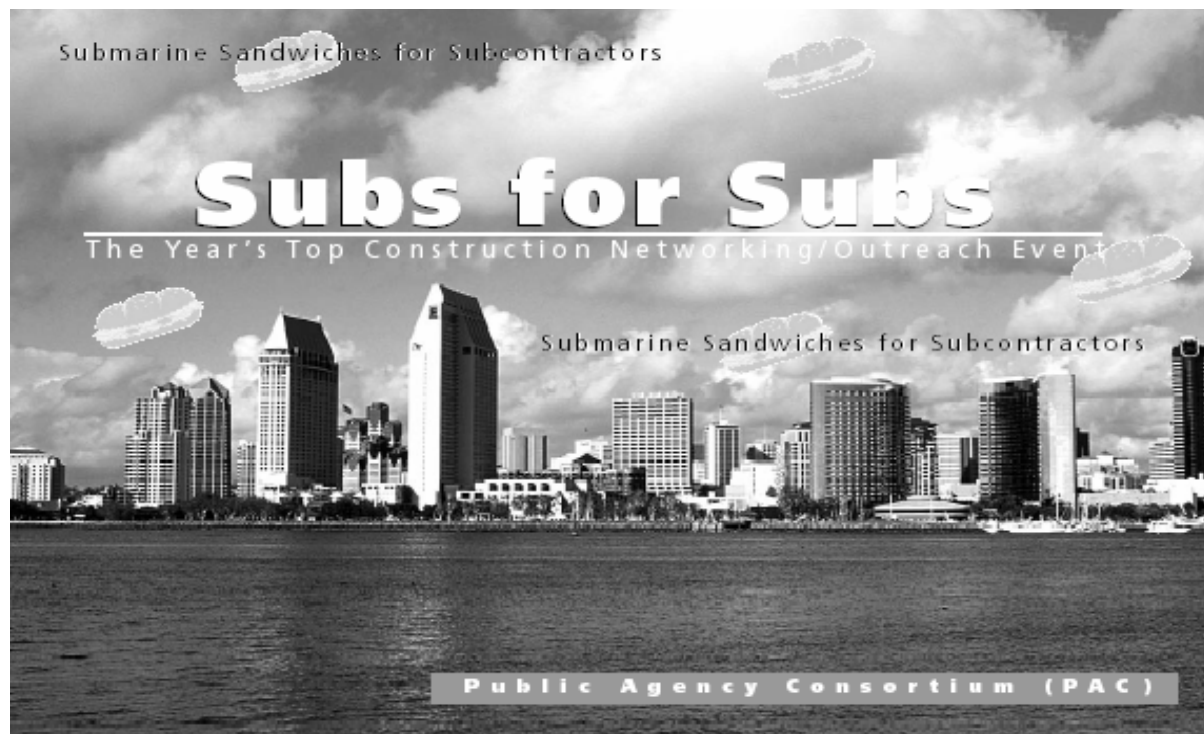
*I DON'T HAVE TIME TO GO TO NETWORKING EVENTS ...*

*WHY SHOULD I GO, PEOPLE JUST HANG AROUND AND TALK....*

All of these statements are true. In these busy times, no-one has time to waste. However, attending events should be part of your business, and a valuable part of your business if handled correctly.

You can't work in a vacuum. You're part of a chain of customers and suppliers. A networking event is where you make your business stand out as a competitor in the chain. The only one to hire. So how do you do that? At any public agency networking event there will be agencies with contracts to bid on and general contractors who are looking for suppliers and/or subcontractors. You want them to look to **you** for their services. You need to have a 3-minute sales pitch and something for the buyer to take away when they leave you. Your pitch should include the obvious such as name and what you sale or provide. But to leave them with the impression they want to hire you over the competition, you must emphasize your experience and quality of your skills or specialization. In addition to your business card, leave them with a brochure or flier listing references from current customers or a list of completed projects to detail your span of accomplishments.

## UPCOMING EVENT



### Subs for Subs

The Year's Top Construction Networking/Outreach Event

Host: Public Agency Consortium(PAC) to include: SANDAG • City of San Diego • County of San Diego  
San Diego Unified School District • Centre City Development Corporation • San Diego County Water Authority  
San Diego Unified Port District • San Diego County Regional Airport Authority • Contracting Opportunities Center

**Date:** Saturday, April 24, 2004  
**Where:** Cruise Ship Terminal,  
1140 North Harbor Drive – on the B Street Pier  
**Time:** 9:00a.m. – 1:00p.m.  
**Cost:** Free of charge to participants, lunch included

**Event Schedule**  
9:00 - 9:30 Registration  
9:30 - 11:00 Interviews with contractors/networking  
11:00 - 11:30 Lunch provided by Peartrees Catering, Inc.  
11:30 - 1:00 Project Showcase Tours  
Choose from one of the following tours:  
showcasing public agency upcoming projects  
• Downtown - City/Port District/CCDC/Airport Authority/SANDAG  
• North/East County - SDCWA/SANDAG

This collaborative regional networking event is being held for the San Diego contracting community to learn about upcoming business opportunities for small and emerging businesses. Attendees can meet at least 50 general contractors up close and personal. All participants are requested to bring a "Line Card" (one sheet listing area of specialty, capabilities, and past projects) to enhance networking opportunities.\*

RSVP online <http://www.ptac-sandiego.org/workshop.html>  
(no later than April 22, 2004) For Information: Call 619-533-7137

\*First 50 General Contractors to register will receive a free table and exhibit space to conduct interviews with attending subs and vendors.

Look Me Up – I'll Have a Booth!

## Websites for Public Agency Opportunities

County of San Diego:

<http://www.sdcounty.ca.gov/purchasing/index.html>

City of San Diego Minor Construction

Contracts: (open only to registered contractors in the Minor Construction program)

<http://www.sandiego.gov/eoc/contractors/minorconstbid.shtml>

City of San Diego Large Contracts:

<http://www.sandiego.gov/bids-contracts/>

County Water Authority:

<http://www.sdcwa.org/opps/contracts.phtml>

Centre City Development

Corporation: [http://www.ccdc.com/index.cfm/fuseaction/rfp.doing\\_bus](http://www.ccdc.com/index.cfm/fuseaction/rfp.doing_bus)

Contracting Opportunities Center: [www.ptac-sandiego.org/bidlist.html](http://www.ptac-sandiego.org/bidlist.html)

State of California Transportation Dept.:

[http://www.caltrans.ca.gov/hq/esc/oe/project\\_status/afb.html](http://www.caltrans.ca.gov/hq/esc/oe/project_status/afb.html)

Unified Port of San Diego:

<http://www.portofsandiego.org/sandiegobusiness/rfp/>

Don't Miss this Website-

<http://www.roadmap.bz/> - a wonderful Roadmap to Success is online with Construction Industry Calendars, links to Construction websites, and more!! Also, check out a new micro enterprise program (see below). The Web is rapidly becoming a must navigate world.

## Sign up for the Roadmap Micro enterprise

**Program!** If you are the owner of a San Diego local area construction firm having five or fewer employees, your firm may be eligible to enroll in the Contractors Roadmap project. Benefits to Micro enterprise firms include access to bid plan room services, workshops, and contracting assistance. To check your eligibility and to apply for services, contact Gunnar Schalin at (619) 285-7020, via [email](#), or visit the Contracting Opportunities Center website at [www.ptac-sandiego.org](http://www.ptac-sandiego.org).

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**NEW WEBSITE!**

**NEW OPPORTUNITIES!**

**San Diego County Water Authority  
Introduces:**



**Providing expert, just-in-time  
information designed to move you  
forward in public agency contracting  
opportunities.**

[www.pipelinetosuccess.com](http://www.pipelinetosuccess.com)

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*Don't want to receive this newsletter? Call  
Carmen at (619) 533-7431 to cancel and Please  
accept our apologies for the inconvenience!*